

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**BOARD OF DIRECTORS MEETING**

**LOCATION: Delaware City Community Center**  
**5<sup>th</sup> and Bayard Streets**  
**250 Fifth Street, Delaware City, DE 19706**

**November 14, 2014 - 8:30 a.m.**

**ATTENDANCE**

Council Members:

Susan Frank, Chairperson

Michael Morton

Kevin Kelley

Rick Geisenberger

Bert Scoglietti

Herb Inden

Richard Cathcart

Dale Slotter

Herbert Netsch

Laura Lee

**Staff:**

Matthew Chesser, DNREC

Max Walton, Connolly Gallagher

Rose Ryödi, DNREC

**Visitors**

Mayor Stan Green, Delaware City

Tim Konkus, Delaware City Marine

LeeAnn Walling

**I. Call to Order/Introductions/Announcements**

Ms. Susan Frank, Chairperson, called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at 8:30 a.m. She welcomed visitors and invited them to introduce themselves.

**II. Approval of Meeting Minutes**

Ms. Frank asked for a motion to approve the October 16, 2014 minutes. Motion was made to approve minutes as written. Motion carried.

**III. Discussion/Action Items**

**A. By-laws**

Ms. Frank asked the Board to discuss the Bylaws drafted by Mr. Andy Lippstone.

After discussion, Ms. Frank asked for a motion to approve the Bylaws. Mr. Inden made a motion to approve the Bylaws as discussed, motion passed.

Ms. Frank asked that a clean copy with comments, be emailed to all Board Members.

**B. Articles of Incorporation**

Ms. Frank asked Mr. Chesser to explain the Articles of Incorporation and the reason why a second Certificate of Incorporation was required. Mr. Chesser explained the origin of the changes and asked for a resolution or vote from the Board to give Ms. Frank the authority to sign the amended and restated certificate.

Ms. Frank asked for a motion to approve the Amended and Restated Articles of Incorporation. Mr. Cathcart made a motion to approve the Certificate of Incorporation with the addition of a more specific DNREC address, as discussed by the Board, and motion passed.

**C. Advisory Council**

Ms. Frank introduced Ms. LeeAnn Walling and said Ms. Walling was appointed by the Governor to Chair the Advisory Council. Ms. Frank asked Ms. Walling to give a brief history explaining her involvement with this project and said she will be a great asset.

Ms. Walling gave a brief explanation of her history with the project from her time at DEDO, including running the Master Plan process until her retirement in 2013. She stated that she was honored to be here and to serve.

Ms. Frank said the Advisory Council is an integral part of this Board and thanked Ms. LeeAnn for her support.

#### **D. Executive Director Search**

Ms. Frank said she would like to have this position posted as early as January 2015. She will appoint a 'Search' committee and a job description drafted for discussion at the next meeting.

#### **E. Engineering Consultants**

Mr. Chesser said he has had discussions with two consultants. Sasaki would create residential and commercial architectural standards for the site at a cost of \$155,000, and Century Engineering, an engineering consultant on retainer with the Division of Parks and Recreation, gave an estimate of what the initial engineering needs for the site could cost - approximately \$225,000. Board members discussed options like phasing the engineering and placing some responsibility for engineering on future partners.

After discussions Ms. Frank asked Mr. Chesser to prepare a palette of options to present at the next meeting.

#### **IV. Presentation/Discussion on Delaware City Comprehensive Plan**

Ms. Frank introduced Mr. Max Walton, attorney for Delaware City, and asked that he give a presentation for the Board on Delaware City's Comprehensive Plan update and the City's proposed ordinance changes. Mr. Walton provided a handout to the Board with a memorandum, the proposed comprehensive plan update, and the proposed ordinances.

Mr. Walton explained the need for Delaware City to act on a comprehensive plan at this time if the Fort DuPont property is to be annexed into Delaware City at some point in time in the future. Any annexation would have to be consistent with the proposed comprehensive plan to be considered and there has to be an area shown as the future annexation area in the plan.

Mr. Walton explained that as part of an overhaul of its ordinances required for a variety of reasons, the City has included a Historic Preservation and Redevelopment District that would serve as the zoning classification for the Fort DuPont site.

Mr. Walton explained it is necessary for the City to move forward as soon as possible on these proposals because of the amount of time it takes to move this through the process.

There was a discussion among Board members with a final understanding that the City would begin to formally notice the process and any additional comments by the Board on the proposal would be brought up at the December 10<sup>th</sup> meeting and be conveyed to Mr. Walton at that time.

Mr. Walton said he will send out public notices as soon as possible.

#### **V. Next Steps/Administrative**

Ms. Frank said DNREC will continue to provide administrative support.

The next board meeting is on Wednesday, December 10, 2014 starting at 08:30 a.m., venue to be announced.

**VI. Public Comment**

Mr. Stan Green, Delaware City Mayor, offered support for the project and thanked the Board members.

**VII. Adjournment**

Ms. Frank asked for a motion to adjourn. The meeting adjourned at 10:10 a.m.